

2016 Student October Duplicate Count Documentation List

The following is a list of documentation districts should be prepared to provide for each student for whom they are requesting funding consideration during the duplicate count process. Please note that this list is not exhaustive, and that during the document review process, additional documentation may be requested.

- District/School/Program Calendar
- School/Program Bell Schedule
- Household Demographic Student Information System (SIS) printout
- Enrollment History
- Attendance Verification
- Student Schedule
- Student Scenario/Type Specific Documentation
 - In the event a student is submitted for funding based on an allowable exception, all documentation evidencing that the student meets the exception criteria are required. For a complete list of student types/scenarios, including descriptions and required documentation, please refer to the Student October Count Audit Resource Guide (and Checklist) for 2016 at:

<http://www.cde.state.co.us/cdefinance/studentoctobercountauditresourceguide>